

**Land Division and Boundary Adjustment
Application
DeWitt Charter Township
1401 W. Herbison Rd.
DeWitt, MI 48820**

Approval of a division of land is required before it is sold, when the new parcel is less than 40 acres (§102(c&1)).

DeWitt Charter Township still requires an application but it is not counted as a division for the Michigan Land Division Act.

*This form is designed to comply with applicable local zoning, land division ordinances and §109 of the Michigan Land Division Act (formerly the subdivision control act, P.A. 288 of 1967, as amended (particularly by P.A. 591 of 1996), MCL 56.101 et. seq.)
Boundary Adjustments in a Platted area are not subject to the Michigan Land Division Act*

In the box below, please fill in your mailing information.

Name
Address
City/State/Zip

1. Location of parent parcel to be split / lot lines adjusted

Address: _____

Parent parcel number: _____ - _____ - _____ - _____ - _____

Legal description of Parent Parcel or Lot and Subdivision (attach extra sheets if needed)

1B. Location of 2nd parcel (if boundary line adjustment)

Address: _____

Parent parcel number: _____ - _____ - _____ - _____ - _____

Legal description of parcel or Lot and Subdivision (attach extra sheets if needed)

1. Property Owner Information:

Name:
Address:
City/State/Zip:
Phone:

2. Applicant information (If not the property owner):

Contact Name:
Business Name:
Address:
City/State/Zip:
Phone:

3. Proposal: Describe the division(s) being proposed:

A. Number of new Parcels _____

B. Intended use (residential, commercial, etc.)

C. The division of the parcel provides access to an existing public road by:
(Please check one)

_____ each new division of the parcel provides access to an existing public road.

_____ A new public road, proposed road name: _____
(Road name cannot duplicate an existing road name)

_____ A new private road or easement, proposed road name: _____
(Road name cannot duplicate an existing road name)

_____ A new easement (driveway) (Cannot service more than one potential site).

4a. Legal Description of the proposed new road, easement or shared driveway. (Attach extra sheets if needed)

4b. Legal Description for proposed new parcel:

4c. Legal Description for 2nd proposed new parcel (attach extra sheets if needed):

5a. Future Divisions that might be allowed but not included in this application (if known)?

5b. The number of future divisions being transferred from the parent parcel to another parcel? _____ Identify the other parcel:

(See section 109(2) of the Statute. Make sure your deed includes both statements as required in section 109(3) and 109(4) of the Statute.)

6. Development Site Limits – Check each that represents a condition which exists on the parent parcel;

Any Part of the Parcel:

- _____ is in a DNR-designated critical sand dune area
- _____ is riparian or littoral (It is a river or lake front parcel.)
- _____ is affected by a Lake Michigan High Risk Erosion setback
- _____ includes a wetland
- _____ includes a beach
- _____ is within a flood plain.
- _____ includes slopes more than twenty five percent (a 1:4 pitch or 14" angle) or steeper
- _____ is on muck soil or soils known to have severe limitations for on site sewage.
- _____ is known or suspected to have an abandoned well, underground storage tank or contaminated soils.

7. Attachments: (all attachments must be included) Letter each attachment as shown here.

_____ A 1. A survey sealed by a professional surveyor indicating proposed divisions(s) of parent parcel, including written legal description of each parcel.

2. For Boundary adjustments: A survey or a map/drawing to scale of not more than 100 feet to an inch indicating proposed changes to existing lot dimensions with legal descriptions for each parcel.

Please note: A division approving a land division is effective 90 days, after which it shall be considered revoked unless within such period a survey is recorded with the County Register of Deeds Office and filed with the DeWitt Charter Township Assessor's Office or other designated official accomplishing the approved land division or boundary adjustment.

The survey must show:

1. Current boundaries (as of March 31, 1997), and
2. All previous divisions made after March 31, 1997 (indicate when made or none), and
3. The proposed division(s)
4. Dimensions of the proposed division(s), and
5. Existing and proposed road/easement right-of-way, and
6. Easements for public utilities from each parcel to existing public utility facilities,
7. Any existing improvements (buildings, wells, septic system, driveways, etc)
8. Any of the features checked in question number 6.

N/A B A soil evaluation or septic permit for each proposed parcel prepared by the health Department, or each proposed parcel is serviced by a public sewer system

N/A C An evaluation/indication of approval will occur, or a well permit for potable water for each proposed parcel prepared by the Health Department, or indicates each proposed parcel is serviced by a public water system.

_____ D Indication of approval, or permit from County Road Commission or MDOT, for each proposed new road, easement, or shared driveway.

_____ E A copy of any transferred division rights (109(4) of the Act) in the parent parcel.

_____ F A fee of \$ _____

Land Division Fee: \$200.00 application fee for parent parcel and one child, plus \$50.00 for each additional parcel.

Boundary Adjustment Fee: \$150.00

_____G County Treasurer's Tax Certification verifying that all property taxes have been paid for preceding 5 years. (PA 23 of 2019)

8. Improvements - Describe any existing improvements (buildings, well, septic, sewer lines, water lines, etc.) Which are on the parent parcel, or indicate none (attach extra sheets if needed):

9. Affidavit and permission for DeWitt Charter Township, Clinton County, and State of Michigan to enter the property for inspections:

I agree the statements made above are true, and if found not to be true this application and any approval will be void. Further, I agree to comply with the municipality, county and the State of Michigan to enter the property where this parcel division is proposed for purposes of inspection to verify that the information on the application is correct at a time mutually agreed with the applicant. Finally, I understand this is only a parcel division which conveys only certain rights under the applicable local land division ordinance, the local zoning ordinance, and the State Land Division Act (formerly the Subdivision Control Act, PA 288 of 1967, as amended (particularly by PA 591 of 1996), MCL 560.101 et.seq.) and does not include any representation or conveyance of rights in any other statute, building code, zoning ordinance, deed restriction or other property rights.

Finally even if the division is approved, I understand zoning, local ordinances and State Acts can change, and if changed the division made must comply with the new requirements (apply for division approval again) unless deeds, land contracts, leases or surveys representing the approved divisions are recorded with the Register of Deeds or the division is built upon before the changes to laws are made.

Property Owner's Signature: _____

Date: _____

Reviewer's Action

Special Consideration: _____

****Note: If the parcel combination or lot line adjustment is within a platted subdivision, a Memorandum of Lot Restriction must be submitted to the Twp. Planning and Assessing Departments along with this application. After approval, the Lot Restriction must be recorded at the Clinton County Register of Deeds.**

_____ **Approved**

_____ **Denied**

Signature and Date: _____
Zoning or Planning Administrator

Signature and Date: _____
Assessor or Land Division Administrator

Updated October 11, 2019

CLINTON COUNTY EQUALIZATION DEPARTMENT HOUSE NUMBER APPLICATION

It is required by the Planning and Zoning Department that a house number is to be assigned to a parcel before Planning and Zoning can issue a building permit. Address Numbers are assigned in compliance to the ordinance that was enacted in Clinton County in 1993 pursuant to Section 11 of Michigan Public Act 156 of 1851, as amended, being Michigan Compiled Law 46.11.

Information Needed from Applicant

Date: _____

1. Applicant's Name: _____

2. Current Mailing Address: _____

3. Daytime Phone Number: _____ -- --

4. Cell Phone Number: _____ -- --

5. Fax Number (if applicable): _____ -- --

6. Parcel Code Number or Parent Parc Number: 19 -- -- -- --

7. Child Parcel Code Number (if available): 19 -- -- -- --

8. Copy of Split Approval for New Splits: Split: Yes _____ No _____

9. Driveway is off what Road? _____

10. Property Description or Copy of Survey: _____

11. Site Plan Including:

Lot dimensions, Road name(s), Driveway location (include distance to property line) & location of all structures existing & proposed (please label & include distance to property line(s))

New Address Assigned: _____

Send Additional Information to:

Clinton County Equalization Department
Eric D. Harger, Address Ordinance Coordinator
100 E State St, Suite 1200
St Johns, MI 48879
Email: Hargere@clinton-county.org

Phone: 1-989-224-5173

Fax: 1-989-227-6497